



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

MEMORANDUM FOR SEE DISTRIBUTION

JAN 13 2000

FROM: SAF/AQ

1060 Air Force Pentagon
Washington, DC 20330-1060

SUBJECT: Participation of Acquisition Support Teams in Activities Prior to Contract Award

In Lightning Bolt 99-1 we established Acquisition Support Teams (ASTS) at all AFMC Centers as well as the Centralized AST (CAST) at HQ AFMC/AQ. These teams were established to ensure quality and consistency in Air Force pre-award activities. The goal of this effort is to ensure the consistent application of acquisition reform initiatives across AFMC, as well as dissemination of best practices and lessons learned. Accordingly, for all PEO and DAC programs, I hereby direct all single managers to work with their Center's AST in all **pre-award** activities for contract actions exceeding \$ 10M in **total** value at product Centers, and \$500K for Logistics and Test Centers. These activities include, but are not limited to, risk assessment, acquisition strategy development, performance-based solicitation development, source selection, and contractor debriefing. These efforts include both competitive and sole-source activities.

In order to leverage best practices, lessons learned, and new reform initiatives across the PEO and DAC portfolios, I am also directing the CAST to work with the local ASTS on selected programs. The CAST will select these programs to represent a cross section of reform implementation opportunities at each Center. The CAST will also participate in selected Service Acquisition Executive (SAE) Acquisition Strategy Panels (ASPS), selected Senior ASPS, and selected PEO and DAC portfolio reviews.

A handwritten signature in cursive script, reading "Darleen A. Druyun", is positioned above the printed name.

DARLEEN A. DRUYUN
Principal Deputy Assistant Secretary
(Acquisition & Management)

cc:

SAF/AQC/AQR/AQI/AQP/AQQ/AQS/AQL
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